

## Meeting Notice & Agenda South Central Regional MPO and COG

<b>DATE</b> January 22, 2025	<b>LOCATION</b> SCRCOG Office	<b>DIAL-IN</b> +1-929-205-6099
<b>TIME</b> 10:00 am	<b>MEETING URL</b> <a href="https://us02web.zoom.us/j/83137262954">https://us02web.zoom.us/j/83137262954</a>	<b>MEETING ID</b> 83137262954

- 1 **Call to Order and Introductions**
- 2 **Adopt Minutes of November 20, 2024, SCRCOG Meeting (motion)** Pages 3-5
- 3 **Adopt Minutes of December 12, 2024, Special SCRCOG Meeting (motion)** Page 6
- 4 **Treasurer's Report for month ending December 31, 2024 (motion)** Pages 7-9
- 5 **MPO Business**
  - a) Fiscal Year 2025 – Fiscal Year 2028 Transportation Improvement Program Amendment Four (motion) Pages 10-15
  - b) Endorsement of CTDOT Target for Safety Performance Measures (motion) Pages 16-30
  - c) Approval of Annual SCRCOG Self-Certification (motion) Pages 31-32
  - d) Resolution authorizing the Interim Executive Director to sign agreements with CTDOT (motion) Page 33
  - e) Transportation Staff Report
  - f) Greater New Haven Transit District Report
  - g) CT Rides Report
- 6 **COG Business**
  - a) Nominating Committee Report for Calendar Year 2025 Officers and Committees Page 34
  - b) Election of Officers and Appointment of Committees (motion)
  - c) Acceptance of Gavel by New Chair
  - d) Adopt Resolution to appoint SCRCOG Bank Signatories (motion) Page 35
  - e) Adoption of 2025 Affirmative Action Policy Statement (motion) Pages 36-39
  - f) Amendment to SCRCOG Legislative Agenda (motion) Page 40
  - g) Resolution Authorizing Executive Director to Negotiate and Execute Agreement with Selected Vendor for Municipal Transfer Station Site Assessments
  - h) Executive Director's Report
  - i) Regional Planning Staff Report
  - j) Regional Planning Commission January Action Table

Agenda and attachments for this meeting are available on our website at [www.scrco.org](http://www.scrco.org). Please contact SCRCOG for copy of agenda in a language other than English. Auxiliary aids/services and limited English proficiency translators will be provided with two weeks 'notice.

"Necesidades especiales: a las personas con discapacidad auditiva se les proveerá con medios auditivos y/o intérpretes de signos. Igualmente intérpretes para personas que hablan poco inglés, pero será preciso avisar con dos semanas de antelación. Se puede solicitar la agenda en otro idioma que no sea inglés comunicándose con SCRCOG".

- k) Sustainable CT Update
- l) REX Development Report
- m) Congressional Reports
- n) State Legislative Reports – CCM, COST
- o) DEMHS Report
- 7 **Regional Cooperation/ Other Business**
- 8 **Adjournment**

Pages 41,42

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TO: SCRCOG Board Members  
FROM: Mayor Lauren Garrett, *Secretary*  
DATE: November 21, 2024  
SUBJECT: SCRCOG Board Meeting Minutes of November 20, 2024

**Present:**

Bethany First Selectman Paula Cofrancesco, *Chair*  
Branford First Selectman James Cosgrove  
East Haven Mayor Joseph Carfora  
Guilford First Selectman Matthew Hoey  
Hamden Mayor Lauren Garrett, *Secretary*  
Madison First Selectman Peggy Lyons, *Vice Chair*  
Meriden City Manager Brian Daniels  
New Haven Mayor Justin Elicker  
North Haven First Selectman Michael Freda  
Wallingford Mayor Vincent Cervoni  
Woodbridge First Selectman Mica Cardozo

SCRCOG Staff Laura Francis, Christopher Rappa, James Rode, Stephanie Camp, Ian McElwee, Robert Dahill,  
Brendon Dukett, Kellie Kingston, Joan Paglinco, Arthur Newburg, Anthony Lagana

**Guests:**

Ginny Kozlowski and Barbara Malberg, REX Development; Al Carbone, Avangrid; Kevin Tedesco, CTDOT; Jennifer Egeberg, CT Rides; Mike Muszynski, CCM, Shirley Quang, City of New Haven, Betsy Gara, COST

**NOTE: The November SCRCOG Board meeting was a hybrid meeting.**

**1. Call to order and Introductions**

Chair Cofrancesco called the meeting to order at 10:09a.m.

**2. Adopt Minutes of October 23, 2024 SCRCOG Board Meeting (motion)**

Chair Cofrancesco referred to the minutes of the SCRCOG Board Meeting of October 23, 2024, which were included in the agenda packet on pages 2-5. Motion made by First Selectman Cardozo and seconded by First Selectman Lyons. The motion passed unanimously.

**3. Treasurer's Report for month ending October 31, 2024 (motion)**

Chair Cofrancesco reported there is \$3.1million in total assets of which \$1.7 million is in cash and investments, and \$280,000 is due from CTDOT. All expenses appear to be appropriate for a one-month period. Chair Cofrancesco asked for a motion to accept the report as presented. Motion made by First Selectman Cosgrove and seconded by City Manager Daniels. The motion passed unanimously.

4. **MPO Business**

a) **Fiscal Year 2025-Fiscal Year 2028 Transportation Improvement Program Amendment Three (motion)**

First Selectman Cosgrove reported that the Transportation Committee reviewed the amendment pages 9-17 of the agenda and voted unanimously to bring it forward to the Board and made a motion. The motion was seconded by City Manager Daniels. The motion passed unanimously.

b) **Resolution Authorizing the Interim Executive Director to enter into agreements for FY 2024-25 Unified Planning Work Program (UPWP) Consultant Services (motion)**

James Rode reported referred to page 18 of the agenda. Motion made by First Selectman Cardozo and seconded by First Selectman Hoey. The motion passed unanimously.

c) **Transportation Staff Report**

James Rode advised that CTDOT held the annual LOTCIP Finance meeting and reviewed the schedule of seven (7) projects that are moving forward to go out for bid. There are two (2) studies that will be completed in December: the Madison Pavement Management Study and Congestion Management study. The Guilford study public meeting is on December 3<sup>rd</sup>.

Interim Executive Director Francis also introduced the new SCRCOG Transportation Planner, Kellie Kingston.

d) **Greater New Haven Transit District Report**

No Report

e) **CT Rides Report**

Jennifer Edeberg reported the new CT Rides app launched last week. Jennifer also advised The Big Connect is tomorrow, November 21<sup>st</sup>, in New Haven.

5. **COG Business**

a) **Adoption of 2025 Meeting Schedule (motion)**

Interim Executive Director Francis referred to pages 19-20 of the agenda. Motion made by First Selectman Hoey and seconded by First Selectman Cardozo. The motion passed unanimously.

b) **Proposed FY 2025-26 SCRCOG Municipal Dues (motion)**

Interim Executive Director Francis referred to page 21 of the agenda. Motion was made by First Selectman Cosgrove to approve and seconded by First Selectman Lyons. The motion passed unanimously.

c) **Adoption of Legislative Agenda (motion)**

Interim Executive Director Francis referred to pages 22-26 of the agenda and the handout. Chair Cofrancesco advised of changes discussed in the Executive Committee meeting. First Selectman Hoey made a motion to approve The Legislative Agenda as is and to amend with additional items. Motion seconded by First Selectman Lyons. The motion passed unanimously.

d) **Adoption of Regional Housing Strategy (motion)**

Postponed

e) **Appointment of Nominating Committee**

Chair Cofrancesco advised that First Selectman Hoey, First Selectman Freda and First Selectman Cosgrove are the members of the Nominating Committee.

f) **Executive Directors Report**

Interim Executive Director Francis advised SCRCOG received four (4) proposals for the Regional Waste Authority Feasibility Study and asked for volunteers to help with interviews, Steve Winter of New Haven, First Selectman Hoey, Mayor Cervoni, First Selectman Lyons, and First Selectman Cardozo.

Interim Executive Director Francis also advised there is an RFP for an MS4 Consultant. Interim Executive Director Francis shared there are still vacancies on the Regional Planning Committee Commission.

g) **Regional Planning Staff Report**

Stephanie Camp advised there is a Housing Working Group meeting on Wednesday, December 11<sup>th</sup> at 1p.m., as well as Community Conversations with Ben Fink at 9a.m. and 6p.m.

h) **Regional Planning Commission November Action Table**

Chair Cofrancesco referred to the Action Table handout.

i) **Sustainable CT Update**

No report.

j) **REX Development Report**

Ginny Kozlowski referred to pages 27-28 of the agenda packet regarding the CEDS process. Ginny also advised she will be attending Innovating Commerce Serving Community at Jacob Javits Center on December 11<sup>th</sup>.

k) **Congressional Reports**

No report

l) **State Legislative Reports – CCM, COST**

Betsy Gara (COST) advised they are awaiting the election results due to the recount in the Senate. COST is in the process of adopting the Legislative Agenda. Betsy also advised COST is holding a Legislative Planning meeting tomorrow. Major topics include fiscal guardrails and teachers' pensions. Mike Muszynski (CCM) reported they are in the final stages of the Legislative program development. It will be approved at the Convention on January 3<sup>rd</sup> and 4<sup>th</sup> at Mohegan Sun Casino.

m) **DEMHS Report**

No report

6. **Regional Cooperation/Other Business**

Brendon Duckett reviewed several handouts. Meriden City Manager Daniels advised he worked with the consultants on grants administration and will be posting positions for grant administration. Interim Executive Director Francis advised SCRCOG has posted and interviewed for the position of Grants Specialist/Project Manager and has three (3) candidates.

7. **Adjournment**

Chair Cofrancesco requested a motion to adjourn at 11:00a.m. Motion made by First Selectman Hoey seconded by First Selectman Cardozo. The motion passed unanimously.

TO: SCRCOG Board Members  
FROM: Mayor Lauren Garrett, *Secretary*  
DATE: December 13, 2024  
SUBJECT: SCRCOG Special Board Meeting Minutes of December 12, 2024

**Present:**

Bethany First Selectman Paula Cofrancesco, *Chair*  
Branford First Selectman James Cosgrove  
East Haven Mayor Joseph Carfora  
Guilford First Selectman Matthew Hoey  
Hamden Mayor Lauren Garrett, *Secretary*  
Madison First Selectman Peggy Lyons, *Vice Chair*  
New Haven Mayor Justin Elicker  
North Haven First Selectman Michael Freda  
North Branford Town Manager Michael Downes  
West Haven Mayor Dorinda Borer, *Treasurer*  
Woodbridge First Selectman Mica Cardozo

SCRCOG Staff Laura Francis, Christopher Rappa, James Rode, Stephanie Camp, Brenden Dukett, Robert Dahill,  
Ian McElwee, Kellie Kingston, Colette Kroop, Anthony Lagana, Arthur Newburg

**Guests:**

Ginny Kozlowski and Barbara Malmberg, REX Development; Michael Anderson, Avangrid; Louis Mangini, Office of Congresswoman Rosa DeLauro; Betsy Gara, COST; Nan Birdwhistell; Murtha Cullina, Ann Harrison, Workforce Alliance; John DeStefano; Mitch Goldblatt

**1. Call to order and Introductions**

Chair Cofrancesco called the meeting to order at 12:19 p.m.

**2. Resolution Authorizing Interim Executive Director to enter into an agreement for Regional Waste Authority Study Consultant Services (motion)**

Chair Cofrancesco referred to the resolution in the agenda packet. Motion made by First Selectman Hoey and seconded by First Selectman Freda. The motion passed unanimously.

**3. FY 2024-25 Regional Services Grant (RSG) Spending Plan Amendment (motion)**

Chair Cofrancesco referred to Regional Service Grant Spending Plan Amendment #1 in the agenda packet. Motion made by First Selectman Hoey and seconded by First Selectman Freda. The motion passed unanimously.

**4. Adjournment**

Chair Cofrancesco requested a motion to adjourn at 12:21 a.m. Motion made by First Selectman Lyons seconded by First Selectman Hoey. The motion passed unanimously.

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# Balance Sheet

South Central Regional Council of Governments

As of period 12/31/2024

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<b>Assets</b>
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**Cash and Investments**

Key Bank - Checking Account	366,323.39
State of CT - Short-Term Investment Fund	1,461,347.28

**Accounts Receivable**

CT Department of Transportation	95,754.33
CT Office of Policy and Management	72,325.00
US EPA – CPRG	25,150.62
CT DEEP – SMM Grant	16,414.14
CT DEEP – RWA Grant	3,866.43

**Other Assets**

Retiree Health Insurance	2,087.11
Prepaid Expense – UConn MPA Interns	(18,576.84)
Accrued Leave & Security Deposit	54,889.63
Furniture & Equipment	14,114.00
Right to Use Asset - Real Property	2,841,457.29
Right to Use Asset - Equipment	34,813.69
Amortization	(509,216.90)

<b>Total Assets</b>	<b>4,497,902.85</b>
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<b>Liabilities</b>
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Accounts Payable	12,500.00
Accrued Interest	9,325.05
Deferred Revenue - Municipal	126,297.15
Deferred Revenue - OPM	633,183.44
Deferred Revenue - LOTCIP	80,069.27
Deferred Rev. - Other (Election Monitor)	3,690.77
Deferred Revenue - Special Assessment	36,637.50

<b>Total Liabilities</b>	<b>901,703.18</b>
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<b>Fund Balance</b>
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Fund Balance	889,018.46
Committed Fund Balance	270,406.00
Amount for Accrued Leave	43,226.71
Investment in Equipment	14,114.00
Lease Obligation	2,357,729.03
Change in Fund Balance	21,705.47

<b>Total Fund Balance</b>	<b>3,596,199.67</b>
<b>Total Liabilities and Fund Balance</b>	<b>4,497,902.85</b>

# Statement of Resources and Expenditures

South Central Regional Council of Governments

As of period 12/31/2024

Resources	Current	Year-to-Date	Budget
Municipal - Revenue	15,705.91	119,002.85	367,475.00
Municipal - Special Assessment	32,250.00	72,325.00	636,188.00
CT OPM - Regional Planning	44,035.51	373,652.43	966,155.00
CT OPM - RPIP (Cybersecurity)	32,250.00	72,325.00	2,205,066.00
CTDOT - Transportation Planning	77,308.27	617,884.36	2,697,982.00
CTDOT - Highway Safety Grant	10,137.12	68,941.82	239,472.00
CTDOT - LOTCIP	116.01	24,006.02	110,291.00
CTDOT - Active Trans. Microgrants Program		32,147.16	32,147.00
CT DECD (EDA Grant)		104,976.98	104,969.00
US EPA - CPRG	25,930.20	92,492.37	749,672.00
CT SotS - Regional Election Monitor			3,691.00
CT DEEP - SMM Grant	39.94	717.33	63,406.00
CT DEEP - RWA Grant	1,176.80	3,866.43	353,000.00
Interest - Revenue	5,760.15	28,625.70	20,000.00
Retiree Health Insurance	1,601.08	4,517.26	9,000.00
<b>Total Resources</b>	<b>246,310.99</b>	<b>1,615,480.71</b>	<b>8,558,514.00</b>

Direct Expenses	Current	Year-to-Date	Budget
Retiree Health Insurance	1,601.08	7,350.04	12,000.00
Transportation Planning Consultants	30,456.93	406,991.60	1,993,378.00
Land-Use Planning Consultants	8,640.00	38,963.75	190,500.00
Other Consultants	93,904.83	400,502.99	2,221,697.00
Subrecipients		34,395.59	300,252.00
Travel	276.04	2,685.28	14,600.00
Data Processing		5,771.71	6,500.00
Office Supplies	73.50	914.50	5,446.00
Subscriptions and Books		1,228.09	5,550.00
Insurance and Professional Services		674.00	0.00
Meeting Expenses and Advertising	2,206.93	9,572.11	21,900.00
Miscellaneous			1,013.00
Transportation - Reserved			90,912.00
Highway Safety Grant – Reserved			91,409.00
CT OPM (RPIP Grant) - Reserved			1,568,879.00
CT DEEP (SMM Grant) - Reserved			673.00
CT DEEP (RWA Grant) - Reserved			50,000.00
US EPA (CPRG) - Reserved			245,650.00
<b>Total Direct Expenses</b>	<b>137,159.31</b>	<b>909,049.66</b>	<b>6,820,359.00</b>

Direct Labor	Current	Year-to-Date	Budget
<b>Direct Labor - Employees</b>	<b>43,249.00</b>	<b>296,378.38</b>	<b>767,639.00</b>



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# Statement of Resources and Expenditures

South Central Regional Council of Governments

As of period 12/31/2024

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<b>Overhead</b>	<b>Current</b>	<b>Year-to-Date</b>	<b>Budget</b>
Indirect Labor - Employees	15,173.70	89,957.10	221,096.00
Employee Benefits	24,260.73	143,431.77	426,470.00
Travel			100.00
Data Processing	1,411.49	9,350.56	31,600.00
Rent	15,501.32	105,699.64	182,700.00
Telephone and Internet	955.92	2,534.52	9,000.00
Office Supplies	189.19	1,068.73	3,200.00
Equipment Maintenance	1,223.46	24,940.88	47,000.00
Subscriptions and Books			500.00
Insurance and Professional Services	450.00	11,110.00	47,300.00
Meeting Expenses and Advertising			650.00
Miscellaneous	(150.00)	54.00	900.00
<b>Total Overhead</b>	<b>59,015.81</b>	<b>388,147.20</b>	<b>970,516.00</b>
<b>Total Operating Expenses</b>	<b>239,424.12</b>	<b>1,593,575.24</b>	<b>8,558,514.00</b>

**2025-2028 TRANSPORTATION IMPROVEMENT PROGRAM - Amendment Number 4**

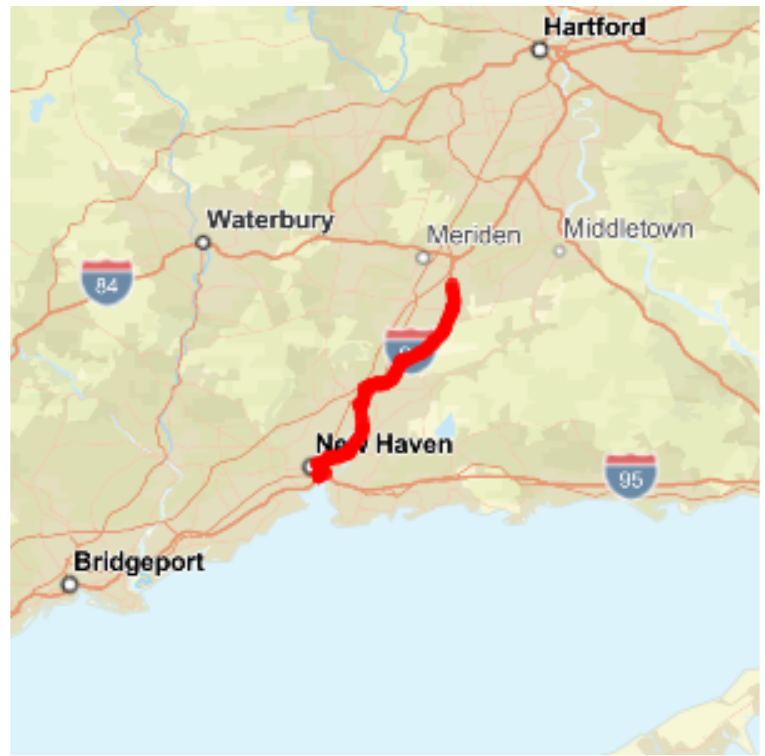
**Project**      **0092-0694**              **CAMERA UPGRADE/EXPANSION ALONG THE I-91**  
**Changes**      Amendment 4 adds a new project to the TIP  
**Reason**        This project was previously part of the FY21-FY24 TIP with funding included in FY25. This action is necessary to move those funds into the current TIP

**Project**      **0156-0184**              **REPLACE BR 03612 o/ WEST RIVER**  
**Changes**      Amendment 4 updates the project scope  
**Reason**        The project scope has changed from bridge rehabilitation to a bridge Replacement project

**Project**      **0170-3752**              **BRIDGE MANAGEMENT GROUP**  
**Changes**      Amendment 4 increases funding amount.  
**Reason**        This action is necessary based on a revised operating budget.

## 0092-0694 - CAMERA UPGRADE/EXPANSION ALONG THE I-91 CORRIDOR

Lead Agency	CTDOT
Project Type	FHWA
Region	8
Town	MERIDEN, NEW HAVEN, NORTH HAVEN, WALLINGFORD
Air Quality Status	-
Total Cost	\$6,184,289
Project Description	Install new fiber optic cable and cameras along the I-91 corridor from Exit 8 in New Haven to Exit 16 in Meriden. Replace cameras on I-91 from Exit 8 to I-95 in New Haven and run fiber trunkline to the East Haven Communications shelter.



Phase	Fund Source	Prior	2025	2026	2027	2028	Future	Total
Construction	CMAQ	-	\$5,565,860	-	-	-	-	\$5,565,860
Construction	State Match	-	\$618,429	-	-	-	-	\$618,429
Total Construction		-	\$6,184,289	-	-	-	-	\$6,184,289
Total Programmed		-	\$6,184,289	-	-	-	-	\$6,184,289

## 0156-0184 - REPLACE BR 03612 o/ WEST RIVER

Lead Agency	CTDOT
Project Type	FHWA
Region	8
Town	WEST HAVEN
Air Quality Status	-
Total Cost	\$13,850,000
Project Description	Replacement of Bridge No. 03612 carrying SR 745 (Kimberly Avenue) over the West River between West Haven and New Haven.



Phase	Fund Source	Prior	2025	2026	2027	2028	Future	Total
Final Design	State Match	-	\$300,000	-	-	-	-	\$300,000
Final Design	STPA	-	\$1,200,000	-	-	-	-	\$1,200,000
Total Final Design		-	\$1,500,000	-	-	-	-	\$1,500,000
Right of Way	State Match	-	\$10,000	-	-	-	-	\$10,000
Right of Way	STPA	-	\$40,000	-	-	-	-	\$40,000
Total Right of Way		-	\$50,000	-	-	-	-	\$50,000
Construction	State Match	-	-	\$2,460,000	-	-	-	\$2,460,000
Construction	STPNH	-	-	\$9,840,000	-	-	-	\$9,840,000
Total Construction		-	-	\$12,300,000	-	-	-	\$12,300,000
Total Programmed		-	\$1,550,000	\$12,300,000	-	-	-	\$13,850,000

## 0170-3752 - BRIDGE MANAGEMENT GROUP

Lead Agency	CTDOT
Project Type	FHWA
Region	70
Town	STATEWIDE
Air Quality Status	-
Total Cost	\$8,150,000
Project Description	The Bridge Management unit is concerned with methods and technologies for selection and evaluation of cost-effective, programmatic optimal strategies for comprehensive management of Connecticut's bridges and structures, taking into account life cycle costs and functional requirements such as safety, mobility, and traffic congestion. We serve as a clearinghouse for information on the status of the State's bridges.

Phase	Fund Source	Prior	2025	2026	2027	2028	Future	Total
Planning	State Match	-	\$326,000	\$326,000	\$326,000	\$326,000	\$326,000	\$1,630,000
Planning	STPA	-	\$1,304,000	\$1,304,000	\$1,304,000	\$1,304,000	\$1,304,000	\$6,520,000
Total Planning		-	\$1,630,000	\$1,630,000	\$1,630,000	\$1,630,000	\$1,630,000	\$8,150,000
Total Future Costs		-	-	-	-	-	\$1,630,000	\$1,630,000
Total Programmed		-	\$1,630,000	\$1,630,000	\$1,630,000	\$1,630,000	\$1,630,000	\$8,150,000

## **Resolution**

### **Fiscal Year 2025-Fiscal Year 2028 Transportation Improvement Program Amendment Four**

*Whereas:* U.S. Department of Transportation “Metropolitan Planning Regulations” (23 *CFR* 450) prescribe that each metropolitan planning organization maintain a financially constrained multi-modal transportation improvement program consistent with a *State Implementation Plan for Air Quality (SIP)* conforming to both U.S. Environmental Protection Administration-established air quality guidelines and *SIP*-established mobile source emissions budgets; and

*Whereas:* The Council, per 23 *CFR* 450.324 and in cooperation with the Connecticut Department of Transportation (ConnDOT) and public transit operators and relying upon financial constraints offered by ConnDOT, adopted a *Fiscal Year 2025-Fiscal Year 2028 Transportation Improvement Program* on April 24, 2024, after finding the *Program* conforming per U.S. Environmental Protection Administration (U.S. EPA) final conformity rule (40 *CFR* 51 and 93) and relevant Connecticut Department of Transportation air quality conformity determinations: *Air Quality Conformity Reports: Fiscal Year 2025-2028 Transportation Improvement Program* and the Region’s *Metropolitan Transportation Plans—2023 to 2050, (April, 2023)*; and

*Whereas:* The Council, on April 24, 2024, indicated that periodic *Program* adjustment or amendment was possible; and

*Whereas:* Projects referenced in the *Program* amendment (below) are consistent with the region’s metropolitan transportation plan *Metropolitan Transportation Plans—2023 to 2050, (April 2023)*; and

*Whereas:* Council *Public Participation Guidelines: Transportation Planning* have been observed during the development of the proposed *Program* amendment (below); and

*Whereas:* By agreement between the Council and the Connecticut Department of Transportation, public involvement activities carried out by the South Central Regional Council of Governments in response to U.S. Department of Transportation metropolitan planning requirements are intended to satisfy the requirements associated with development of a *Statewide Transportation Improvement Program* and/or its amendment; and

**Resolution**

**Fiscal Year 2025-Fiscal Year 2028 Transportation Improvement Program Amendment  
Four (Continued)**

Whereas: The Council of Governments' review of transportation goals, projects and opportunities may result in further adjustment or amendment of the *Program*.

Now, Therefore, Be It Resolved by the Council of Governments:

The Program Amendment *Four* shall be transmitted to the Connecticut Department of Transportation, for inclusion in the *State Transportation Improvement Program*

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the South Central Regional Council of Governments on **January 22, 2025**

Date January 22, 2025

By: \_\_\_\_\_

Mayor Dorinda Borer, Secretary  
South Central Regional Council of Governments

# Safety Performance Targets

CTDOT's proposed targets for 2025

April 2024

*This technical memorandum documents the safety target selection process used by the Connecticut Department of Transportation (CTDOT) to select the five safety performance targets for 2025 that CTDOT will submit to USDOT in two separate reports.*

- *The Safety Engineering Section within the Division of Traffic Engineering will submit the targets through the annual report of its Highway Safety Improvement Program (HSIP) that is submitted to Federal Highway Administration (FHWA).*
- *The Highway Safety Office (HSO) in the Policy and Planning Bureau will submit the targets through its triennial Highway Safety Plan / Annual Grant Application that is submitted to NHTSA.*

***It is important to note that the term “Target” used in this technical memo is in accordance with the Federal Register, but CTDOT disagrees with the use of the term “Target” as it implies that a specific number of deaths or serious injuries is acceptable. FHWA determines whether a State has met its Safety Performance Targets based on the 5-year moving average.***

The USDOT requires that each State DOT evaluate highway safety in the state using five highway safety performance “measures” and data from motor vehicle crashes in the state for the previous five years.

1. **Number of traffic fatalities**
2. **Fatality rate (Fatalities/100 million vehicle miles traveled)**
3. **Number of serious injuries**
4. **Serious injury rate (Serious Injuries/100 million vehicle miles traveled)**
5. **Number of non-motorist fatalities and serious injuries<sup>1</sup>**

Every year, CTDOT must establish a specific performance “target” for each performance measure. The Safety Engineering Section in the Bureau of Engineering and Construction, and the Highway Safety Office in the Bureau of Policy and Planning work collaboratively to establish a single common set of five (5) performance targets. The shared targets are subsequently submitted to and tracked by the USDOT through the FHWA and the National Highway Traffic Safety Administration (NHTSA). FHWA and NHTSA encourage setting objectives that are Specific, Measurable, Action-oriented, Reasonable and Time-Bound (S.M.A.R.T.). Federal regulations require that states must achieve their targets or risk penalties applied to Federal Highway safety funds. States lose the ability to “flex”

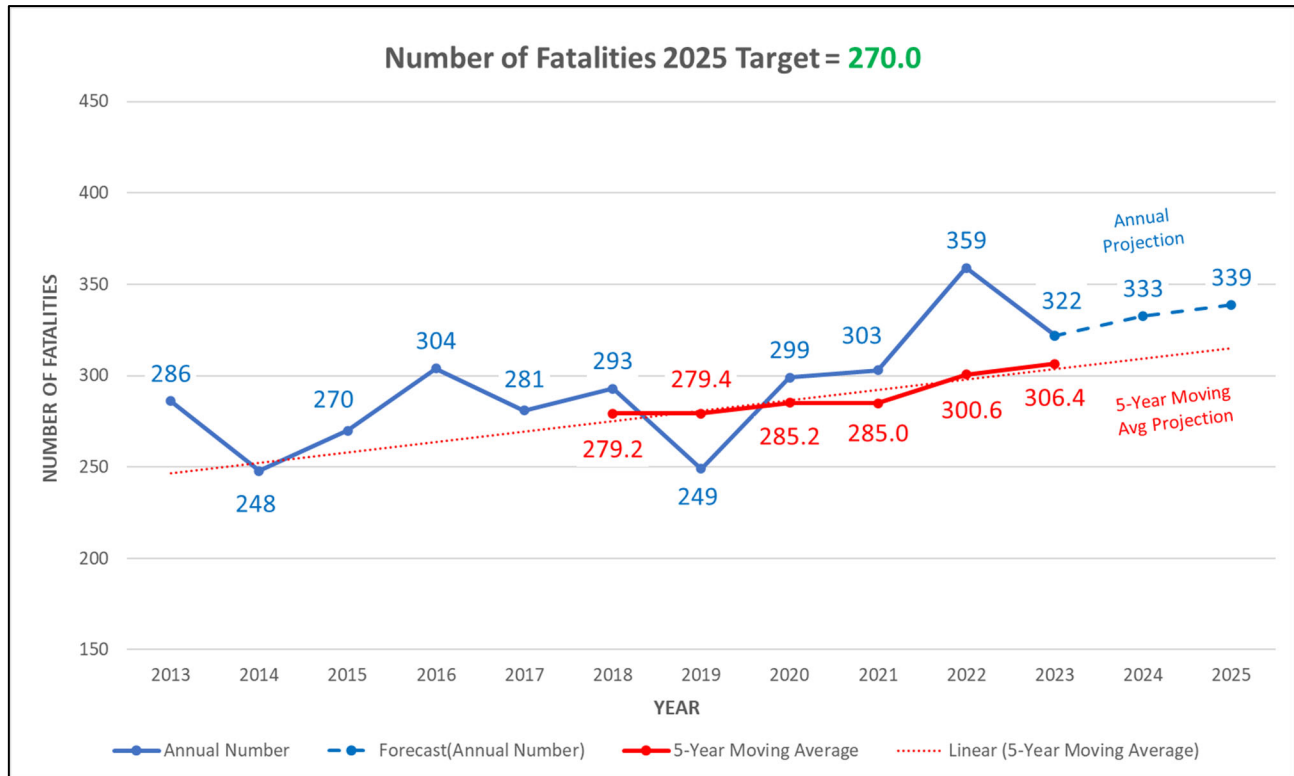
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<sup>1</sup> Non-motorists include pedestrians, other pedestrians (wheelchair, person in a building, skater, pedestrian conveyance), bicyclists, and other cyclist (non-motorist using a non-motorized pedal-powered vehicle other than a bicycle, such as a unicycle or adult tricycle), per the MMUCC [Investigators Manual](#).



## Performance Measure: Number of Traffic Fatalities

The trends in number of fatalities are illustrated in the graph below. Annual fatalities are shown in blue, and the 5-year moving average is shown in red. These two lines are compared and used to select a target for 2025 as described below.



Source: FARS Final Files 2013-2021, FARS Annual Report File 2022, Preliminary 2023 CTDOT data as of 4/29/2024.

### “Annual” Fatalities

- The annual number of fatalities has fluctuated from year to year. There was a declining trend until 2019 after a high point of 304 fatalities in 2016. However, the trend started to reverse in 2020 with the COVID-19 pandemic. In 2021 there was a slight increase followed by a spike in fatalities in 2022. The 2023 preliminary data suggest 322 fatalities, a welcome 10.3 percent decrease over 2022 in Connecticut.
- A time series regression analysis was conducted to project the likely number of fatalities in 2024 and 2025 (our target year). Based on this regression analysis, the projected fatalities are approximately 339, but there is a significant amount of statistical variance around the projection.

### 5-Year Moving Average

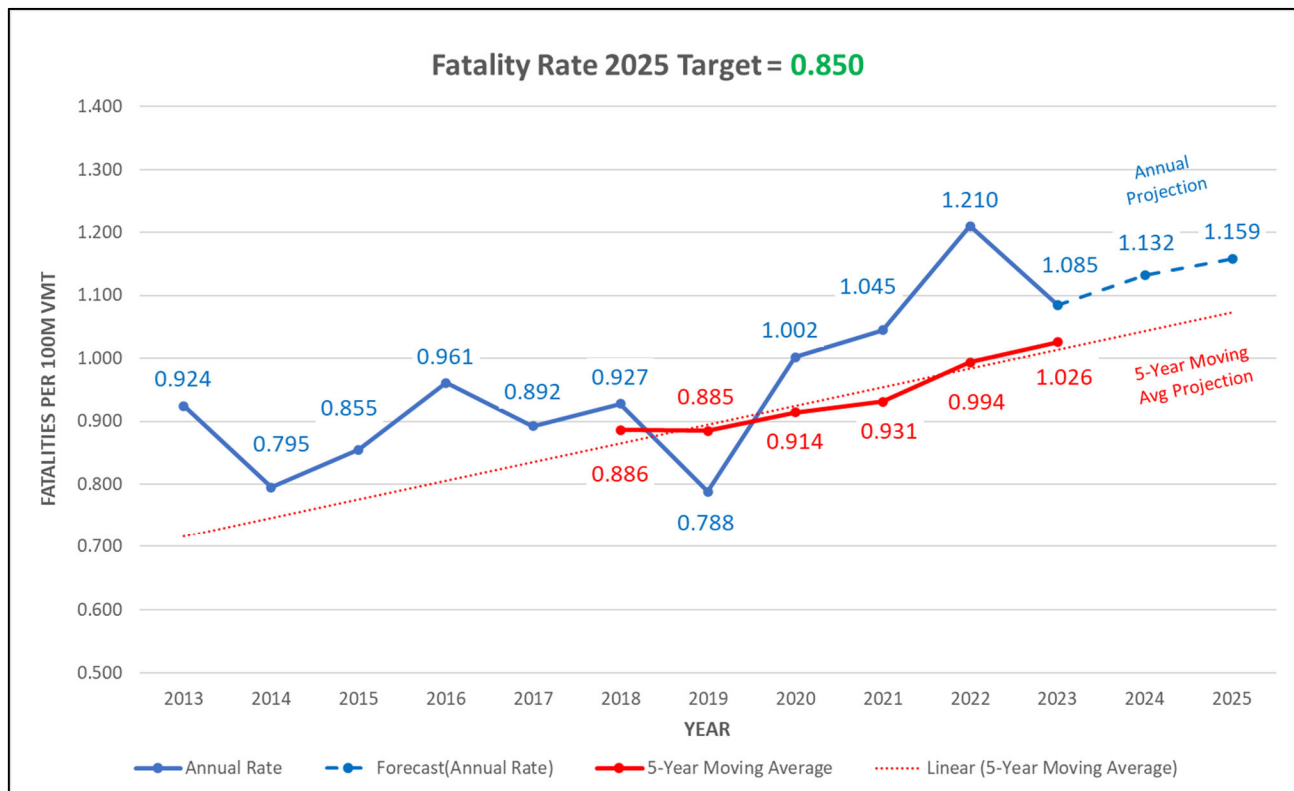
- The 5-year moving average trendline shows the projected fatalities of approximately 314.9, lower than the projection with the annual numbers for the target year of 2025.

### TARGET

- CTDOT is choosing to maintain a 2025 fatality target of **270.0**. The selection is based on careful consideration of the following:
  1. CTDOT has chosen to set an aggressive target that will move the state back toward fatality levels experienced in 2014-2015 and 2019, before the impact of the COVID-19 pandemic.
  2. Prior to the COVID-19 pandemic, there had been a decreasing trend in the number of fatalities by implementing safety related infrastructure projects as well as enforcement and educational campaigns. CTDOT recognizes that 2020-2022 were unusual years with the COVID-19 pandemic which resulted in higher-than-expected traffic fatalities. This was an unexpected consequence observed in several states in the country.

## Performance Measure: **Fatality Rate** (Fatalities/100 million vehicle miles traveled)

The trends in the fatality rate<sup>4</sup> are illustrated in the graph below. Annual fatality rates are shown in blue, and the 5-year moving average is shown in red. These two lines are compared and used to select a target for 2025 as described below.



Source: FARS Final Files 2013-2021; FARS Annual Report File 2022; Preliminary 2023 CTDOT Data as of 4/29/2024; VMT data as published by FHWA in table VM-2 at <https://www.fhwa.dot.gov/policyinformation/statistics/2022/>

Note: The data points for 2023 are based on the 2022 VMT since the 2023 VMT information is not available at this time.

### “Annual” Fatality Rate

- The annual fatality rate has fluctuated from year to year, but the annual data suggest an upward trend since the COVID-19 pandemic in 2020 and 2021. The number of fatalities continued to increase, reaching 1.210 fatalities/100 million VMT in 2022. Preliminary 2023 data suggest a decrease in the fatality rate.

<sup>4</sup> Fatality rate is calculated as the number of fatalities per 100 million Vehicle Miles Traveled annually. Comparing the number of fatalities relative to the volume of annual travel eliminates annual fluctuations in fatalities that one might expect due to differences in travel volumes from year to year. It adjusts for one source of variation that is known to directly impact the number of fatalities.

- A time series regression analysis was conducted to project the likely number of fatalities in 2024 and 2025 (our target year). Based on the regression analysis, the projected fatality rate is approximately 1.159 in 2025, but there is a significant amount of statistical variance around the projection.

### 5-Year Moving Average

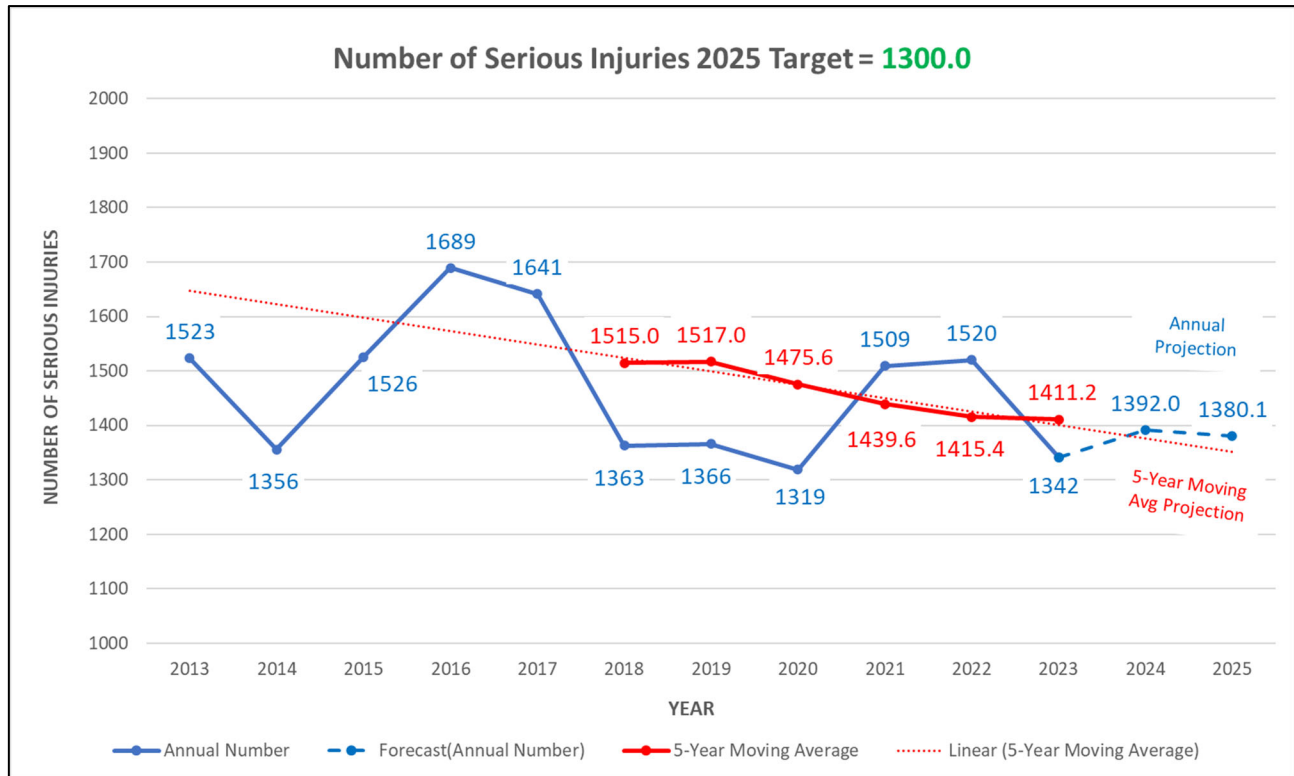
- In parallel with the annual numbers, the 5-year moving average is exhibiting an upward trend. The trendline for the 5-year moving average suggests the fatality rate could increase to 1.074 in 2025.

### TARGET

- CTDOT is choosing to maintain an aggressive target of **0.850** in 2025. The selection is based on careful consideration of the following:
  1. The two trendlines in the graph suggest the actual value may be between 1.074 and 1.159.
  2. CTDOT wants to set an aggressive target that will move the state back toward fatality rate levels experienced in 2014-2015 and 2019 time periods before the impact of the COVID-19 pandemic.
  3. CTDOT recognizes that 2020-2022 were unusual years with the COVID-19 pandemic when Connecticut saw an increase in traffic fatalities even though the traffic volume dropped. This resulted in higher fatality rate in 2020 and the increase in fatalities has continued into 2021 and 2022 which will likely push the fatality rate even higher. Connecticut also had a significant spike in wrong-way fatalities in 2022.
  4. In 2022, in the ongoing aftermath of the COVID-19 pandemic, Connecticut's fatality rate increased to 1.210. Early estimates from NHTSA suggest a national fatality rate of 1.33 in 2022, which is 10 percent higher than Connecticut. Connecticut is choosing to strive for a lower rate by setting the target at 0.850 for 2025. The desired outcome is to return to pre-COVID-19 pandemic levels with the ultimate goal of zero traffic fatalities.

## Performance Measure: **Number of Serious Injuries**

The trends in number of serious injuries are illustrated in the graph below. Annual serious injuries are shown in blue, and the 5-year moving average is shown in red. These two lines are compared and used to select a target for 2025 as described below.



Source: Connecticut Crash Data Repository as of 4/29/2024.

Note: The definition of “Serious Injury” was changed in 2015 to match MMUCC 4<sup>th</sup> edition. Prior to 2015, Serious Injury was defined as Incapacitating Injury (prevents return to normal). In 2015, a Serious Injury was defined as any injury other than fatal which results in one or more of the following: severe laceration resulting in exposure of underlying tissues/muscle/organs or resulting in significant loss of blood; broken or distorted extremity (arm or leg); crush injuries; suspected skull, chest or abdominal injury other than bruises or minor lacerations; significant burns (second and third degree burns over ten percent or more of the body); unconsciousness when taken from the crash scene; paralysis.

### “Annual” Serious Injuries

- The annual number of serious injuries has fluctuated from year to year, but the annual data also suggest a downward trend since a high point of 1,689 in 2016.
- A time series regression analysis was conducted to project the likely number of serious injuries in 2024 and 2025 (our target year). The preliminary data for 2023 suggest a decrease in the number of serious injuries after an increase in 2021 and 2022. This decrease is

expected to bring the projected annual number down to approximately 1,380, but there is a significant amount of statistical variance around the projection.

#### 5-Year Moving Average

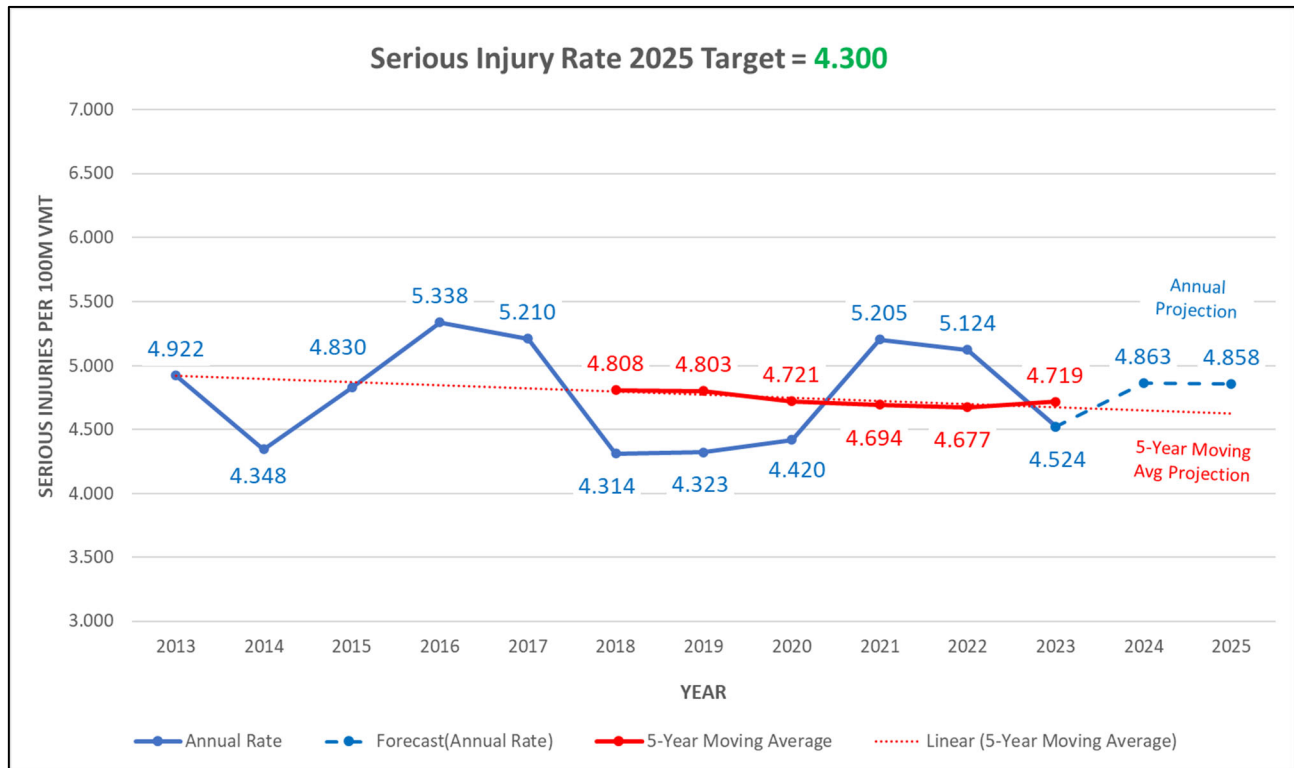
- Unlike the case for *fatalities*, the 5-year moving average for *serious injuries* has been exhibiting a steady downward trend despite a recent uptick in 2021 and 2022. Nonetheless, there is still a small difference between the 5-year average trendline and the annual regression analysis forecast. The 5-year average is expected to fall to approximately 1,359, while the regression forecast is approximately 1,380.

#### TARGET

- CTDOT is choosing to maintain a 2025 target of **1300.0** serious injuries. The selection is based on careful consideration of the following:
  1. The two trendlines in the graph suggest the actual value may fall between 1,359-1,380.
  2. CTDOT wants to set an aggressive target that will move the state back toward serious injury levels experienced in 2020 and lower.

## Performance Measure: **Serious Injury Rate** (Serious Injuries/100 million vehicle miles traveled)

The trends in the serious injury rate<sup>5</sup> are illustrated in the graph below. Annual serious injury rates are shown in blue, and the 5-year moving average is shown in red. These two lines are compared and used to select a target for 2025 as described below.



Source: Connecticut Crash Data Repository as of 4/29/2024. VMT data as published by FHWA in table VM-2 at <https://www.fhwa.dot.gov/policyinformation/statistics/2022/>

Note: 1.) The data points for 2022 and 2023 are based on the same VMT number since the 2023 VMT information is not available at this time; 2.) The definition of “Serious Injury” was changed in 2015 to match MMUCC 4<sup>th</sup> edition. Prior to 2015, Serious Injury was defined as Incapacitating Injury (prevents return to normal). In 2015, a Serious Injury was defined as any injury other than fatal which results in one or more of the following: severe laceration resulting in exposure of underlying tissues/muscle/organs or resulting in significant loss of blood; broken or distorted extremity (arm or leg); crush injuries; suspected skull, chest or abdominal injury other than bruises or minor lacerations; significant burns (second and third degree burns over ten percent or more of the body); unconsciousness when taken from the crash scene; paralysis.

<sup>5</sup> The serious injury rate is calculated as the number of serious injuries per 100 million Vehicle Miles Traveled annually. Comparing the number of serious injuries relative to the volume of annual travel eliminates annual fluctuations in injuries that one might expect due to differences in travel volumes from year to year. It adjusts for one source of variation that is known to directly impact the number of serious injuries.

### “Annual” Serious Injury Rates

- The annual serious injury rates have fluctuated from year to year, but the annual data suggest a downward trend since a high point of 5.338 serious injuries/100 million VMT in 2016.
- A time series regression analysis was conducted to project the likely serious injury rates in 2024 and 2025 (our target year). Based on the regression analysis, CTDOT should expect a continuing reduction in serious injury rates. This decrease is expected to bring the annual rate down to 4.863 and 4.858, respectively, but there is a significant amount of statistical variance around the projection.

### 5-Year Moving Average

- Unlike the case for *fatality rates*, the 5-year moving average for *serious injury rates* is exhibiting a steady downward trend. Nonetheless, there is still a small difference between the 5-year average trendline and the annual regression analysis forecast. The 5-year average is expected to fall to approximately 4.628, while the regression forecast is 4.858.

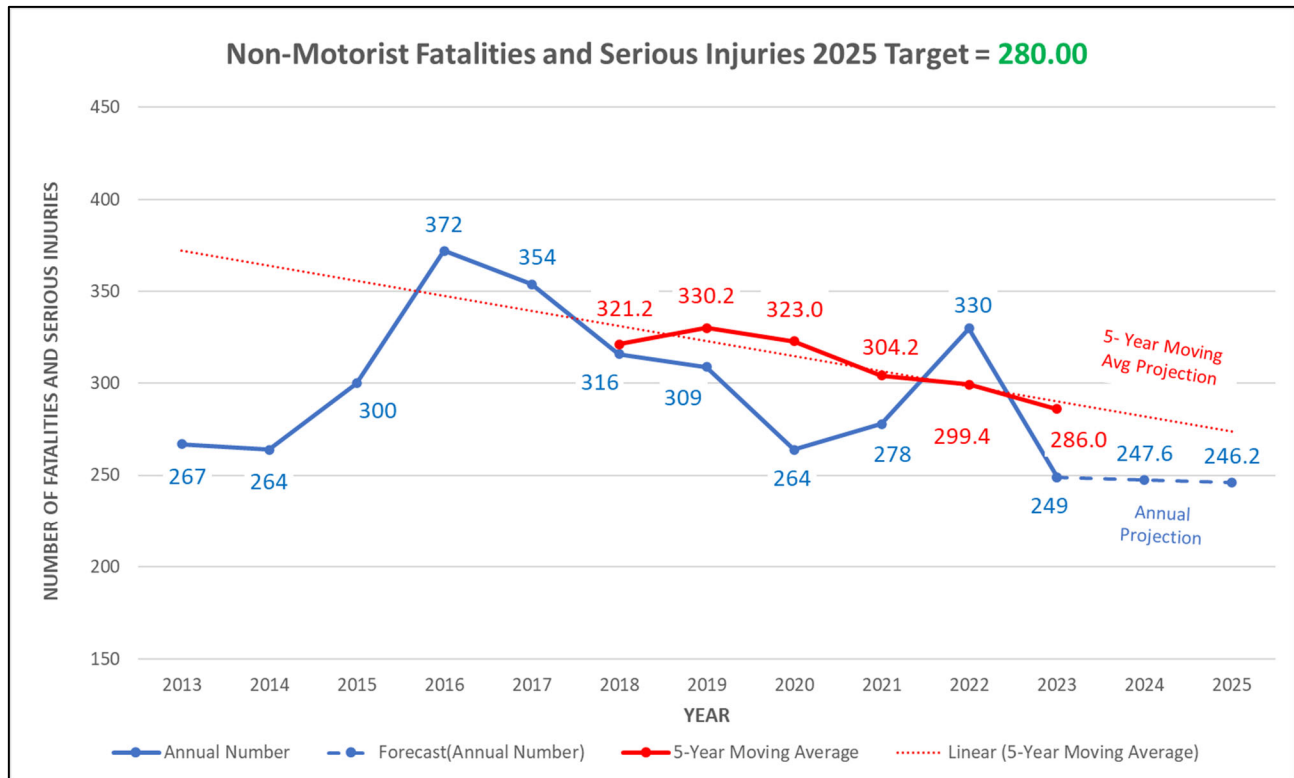
### TARGET

- CTDOT is choosing to maintain a 2025 target of **4.300** serious injuries/100 million VMT. The selection is based on careful consideration of the following:
  1. The two trendlines in the graph suggest the actual value may fall between 4.658-4.858, but CTDOT wants to set an aggressive target that will move the state back toward fatality rate levels experienced in 2018 and lower.
  2. CTDOT recognizes that 2020 through 2022 were unusual years with the COVID-19 pandemic. There was a decrease in the number of serious injuries likely due to a reduction in traffic volume in 2020, whereas 2021 and 2022 saw an increase in the number of serious injuries. In 2023, preliminary data suggest serious injuries once again began a downward trend.



## Performance Measure: **Number of Non-Motorist Fatalities and Serious Injuries**

The trends in number of non-motorist fatalities and serious injuries are illustrated in the graph below. Annual fatalities and serious injuries for non-motorists are shown in blue, and the 5-year moving average is shown in red. These two lines are compared and used to select a target for 2025 as described below.



Source: FARS Final Files 2013-2021, FARS Annual Report File 2022, Preliminary 2023 CTDOT and Connecticut Crash Data Repository Data as of 4/29/2024.

### “Annual” Non-Motorist Fatalities and Serious Injuries

- The annual number of non-motorist fatalities and serious injuries has fluctuated from year to year, but the annual data suggest a downward trend since a high point of 372 in 2016.
- A time series regression analysis was conducted to project the likely number of non-motorist fatalities and serious injuries in 2024 and 2025 (our target year). The regression analysis, suggest a small reduction to approximately 247.6 and 246.2 respectively. There is a significant amount of statistical variance around the projection.

## 5-Year Moving Average

- Similar to the “annual” projection, the 5-year moving average for non-motorist fatalities and serious injuries is projecting a decrease although there is a significant difference between the 5-year moving average trendline and the annual regression analysis forecast. The 5-year moving average is expected to decrease to approximately 273.7, while the regression forecast is 246.2 for 2025.

## TARGET

- CTDOT is choosing to maintain a 2025 target of **280.0** non-motorist fatalities and serious injuries. The selection is based on careful consideration of the following:
  1. High Priority for Pedestrian Safety. The safety of pedestrians became a heightened concern in Connecticut when pedestrian fatalities increased significantly in 2014. While it was part of a larger national trend, it raised concern in heavily urbanized areas, where walking and bicycling are more common. These forms of active transportation are also increasingly popular forms of physical exercise. CTDOT adopted pedestrian safety as a high priority and has a program to improve safety. Several safety-related infrastructure projects were undertaken from 2015 to the present day to improve the conspicuity of traffic control devices for non-motorized road users including, but not limited to, marked crosswalk enhancements, pedestrian facility upgrades, and pedestrian signing. Additional studies have commenced as well, including illumination at crosswalks and intersections, ranking pedestrian crash locations and proposing countermeasures, reviewing eligibility of locations for raised crosswalks and intersections, and pursuing additional rectangular rapid flashing beacons (RRFB) on both state and municipal roadways. Connecticut remains committed to these goals. The SHSP now also has an addendum specifically dedicated to Vulnerable Road Users (VRUs).

In addition, there were several changes to the non-motorist Safety Laws in Connecticut in 2021 with the *Connecticut House Bill No. 5429*, which included the following:

- *Pedestrian Law – § 1 – YIELDING TO PEDESTRIANS AT CROSSWALKS: Expands the circumstances under which drivers must yield to pedestrians at uncontrolled crosswalks*
- *Dooring Law – § 4 – DOORING: Prohibits causing physical contact with moving traffic by (1) opening a vehicle door or (2) leaving it open longer than necessary to load or unload passengers*
- *Speed Limit Law – §§ 6-12 – LOCAL ROAD SPEED LIMITS AND PEDESTRIAN SAFETY ZONES: Allows municipalities to establish speed limits on local roads without OSTA approval and allows for the establishment of pedestrian safety zones with speed*

*limits as low as 20 mph in downtown districts, community centers, and areas around hospitals*

2. Aggressive Target. CTDOT wants to set an aggressive target that will move the state back toward fatality rate levels experienced in 2014 and lower.

## CTDOT Safety Performance Targets Reported to FHWA

Targets Reported	2019	2020	2021 <i>CTDOT Adopted New Target Setting Methodology</i>	2022	2023	2024	2025
Target Years	2015-2019	2016-2020	2017-2021	2018-2022	2019-2023	2020-2024	2020-2024
Performance Assessment Year	2021	2022	2023	2024	2025	2026	2027
Number of Traffic Fatalities	274.0	277.0	270.0	270.0	270.0	270.0	270.0
Fatality Rate	0.873	0.883	0.850	0.850	0.850	0.850	0.850
Number of Serious (A) Injuries	1574.0	1547.0	1360.0	1300.0	1300.0	1300.0	1300.0
Serious (A) Injury Rate	5.024	4.931	4.300	4.300	4.300	4.300	4.300
Number of Non-Motorized Fatalities & Serious (A) Injuries	290.0	307.2	300.0	280.0	280.0	280.0	280.0

**RESOLUTION FOR ENDORSEMENT OF TARGETS FOR SAFETY PERFORMANCE  
MEASURES ESTABLISHED BY CTDOT**

WHEREAS, the South Central Regional Council of Governments (SCRCOG) has been designated by the Governor of the State of Connecticut as the Metropolitan Planning Organization responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for the South Central Region and

WHEREAS the Highway Safety Improvement Program (HSIP) final rule (23 CFR Part 490) requires States to set targets for five safety performance measures by August 31, 2024, and

WHEREAS, the Connecticut Department of Transportation (CTDOT) has established targets for five performance measures using both a 5-year moving average trendline and an annual trendline to guide the selection of targets for:

- (1) Number of Fatalities,
- (2) Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT),
- (3) Number of Serious Injuries,
- (4) Rate of Serious Injuries per 100 million VMT, and
- (5) Number of Non-Motorized Fatalities and Non-motorized Serious Injuries, and

WHEREAS, the CTDOT coordinated the establishment of safety targets with the 8 Metropolitan Planning Organizations (MPOs) in Connecticut at the August 2024 COG Coordination meeting, and

WHEREAS, the CTDOT has officially adopted the safety targets in the Highway Safety Improvement Program annual report dated August 31, 2024, and the Triennial Highway Safety Plan (24/25/26) dated July 2023 and

WHEREAS the SCRCOG may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the aforementioned State's targets, or establish its own target within 180 days of the State establishing and reporting its safety targets,

NOW THEREFORE, BE IT RESOLVED, that the MPO Policy Board has agreed to support CTDOT's 2025 targets for the five safety performance targets as attached herein, and

BE IT FURTHER RESOLVED, that the MPO Policy Board will plan and program projects that contribute to the accomplishment of said targets.

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the South Central Regional Council of Governments on January 22, 2025.

Date January 22, 2025

By: \_\_\_\_\_  
Mayor Dorinda Borer, *Secretary*  
South Central Regional Council of Governments

## MPO PLANNING CERTIFICATION

WHEREAS, the South Central Regional Council of Governments (SCRCOG) has been designated by the Governor of the State Connecticut as the Metropolitan Planning Organization responsible, together with the State, for the comprehensive, continuing, and cooperative transportation planning process for South Central Region and

WHEREAS, SCRCOG conducts the transportation planning process in accordance with the regulations promulgated by the US Department of Transportation by preparing a Unified Planning Work Program, preparing, maintaining and amending the endorsed Transportation Improvement Program (TIP), preparing and updating the endorsed Metropolitan Transportation Plan (MTP), assessing the air quality impacts of the proposed transportation improvement projects included in the TIP and MTP, and proactively involving the public in the metropolitan transportation planning process.

NOW THEREFORE BE IT RESOLVED that the South Central Regional Council of Governments hereby certifies that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;

(6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;

(7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;

(8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;

(9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and

(10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Council of Governments on January 22, 2025.

Date: January 22, 2025

By: \_\_\_\_\_

Mayor Dorinda Borer, *Secretary*  
South Central Regional Council of Governments



## Resolution

### South Central Regional Council of Governments Authorizing Execution of Agreements with the Connecticut Department of Transportation

Resolved, that the Interim Executive Director, Laura Francis, is hereby authorized to act on behalf of the South Central Regional Council of Governments in negotiating and executing all appropriate and necessary contractual instruments with the Connecticut Department of Transportation.

Such contracts are for the purpose of obtaining financial assistance to carry on a mutually agreed upon program of transportation planning in the South Central Connecticut Region in cooperation with the Connecticut Department of Transportation for the period of July 1, 2025 through June 30, 2027.

#### Certificate:

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the SCRCOG on: January 22, 2025

Date: January 22, 2025

By: \_\_\_\_\_  
Mayor Dorinda Borer, Secretary  
South Central Regional Council of Governments

January 15, 2025

To: South Central Regional Council of Governments Members

From: *Nominating Committee*: First Selectman Freda, First Selectman Hoey  
and First Selectman Cosgrove

Subject: Nominating Committee Report for Calendar Year 2025 Officers and Committees

**SCRCOG Board Officers**

<b><i>Chair</i></b>	First Selectman Peggy Lyons
<b><i>Vice Chair</i></b>	Mayor Lauren Garrett
<b><i>Secretary</i></b>	Mayor Dorinda Borer
<b><i>Treasurer</i></b>	First Selectman Mica Cardozo
<b><i>Immediate Past Chair</i></b>	First Selectman Paula Cofrancesco

**Executive Committee**

1. <b><i>Chair</i></b>	First Selectman Peggy Lyons
2. <b><i>Vice Chair</i></b>	Mayor Lauren Garrett
3. <b><i>Secretary</i></b>	Mayor Dorinda Borer
4. <b><i>Treasurer</i></b>	First Selectman Mica Cardozo
5. <b><i>Immediate Past Chair</i></b>	First Selectman Paula Cofrancesco
6. <b><i>Member at Large</i></b>	First Selectman Matthew Hoey
7. <b><i>Member at Large</i></b>	Mayor Joe Carfora
8. <b><i>Member at Large</i></b>	Mayor Justin Elicker

**Transportation Committee**

1. <b><i>Chair</i></b>	First Selectman James Cosgrove
2.	First Selectman Matthew Hoey
3.	Mayor Justin Elicker
4.	Mayor Vincent Cervoni
5.	Mayor Anthony Giannattasio
6.	Mayor Lauren Garrett
7.	Mayor Dorinda Borer

**Administrative & Personnel Subcommittee**

1. <b><i>Chair</i></b>	First Selectman Peggy Lyons
2.	Mayor Lauren Garrett
3.	Mayor Dorinda Borer
4.	First Selectman Matthew Hoey

**Resolution**

**South Central Regional Council of Governments  
SCRCOG Bank Signatories**

**Whereas:** On January 22, 2025 the South Central Regional Council of Governments (SCRCOG) elected new officers for calendar year 2025; and

**Whereas:** SCRCOG By-Laws identify the Chair, Vice Chair, Secretary, Treasurer and Executive Director as signatories on all bank accounts for the South Central Regional Council of Governments.

**Now, therefore be it resolved by the South Central Regional Council of Governments:**

SCRCOG appoints Peggy Lyons, Lauren Garrett, Dorinda Borer, Mica Cardozo, and Laura Francis as signatories on all SCRCOG bank accounts.

**Certificate:**

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the SCRCOG on January 22, 2025.

Date: January 22, 2025

By: \_\_\_\_\_  
Mayor Dorinda Borer, *Secretary*  
South Central Regional Council of Governments

\_\_\_\_\_, 2025

### **AFFIRMATIVE ACTION POLICY STATEMENT**

It is the policy of SCRCOG (“the agency”) to assure that applicants are employed, and that employees are treated during employment, without regard to an individual’s race, color, religion, creed, sex, gender identity or expression, marital status, national origin, age, ancestry, status as a veteran, or disability. Such action shall include; employment; promotion, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training.

This agency will implement, monitor, enforce and achieve full compliance with this Affirmative Action Policy Statement in conjunction with the applicable Federal and State laws, regulations, executive orders and contract provisions, including but not limited to those listed below:

#### Dissemination of Policy:

All members of the agency who are authorized to hire, supervise, promote, and discharge employees, or who recommend such action, or who are substantially involved in such action, will be made fully cognizant of, and will implement, this agency’s Equal Employment Opportunity (EEO) policy and contractual responsibilities to provide EEO in each grade and classification of employment. These actions shall include:

1. Periodic meetings of supervisory and personnel office employees will be conducted before the start of work and then not less often than once every year, at which time the agency’s EEO policy and its implementation will be reviewed. These meetings will be conducted by the EEO officer.
2. All new supervisory or personnel office employees will be given a thorough indoctrination by the EEO Officer, covering all major aspects of the agency’s EEO obligations within thirty days following their reporting for duty.
3. All personnel who are engaged in direct recruitment for the agency will be instructed by the EEO Officer of the agency’s procedures for locating and hiring minority group employees.
4. Notices and posters setting forth the agency’s EEO policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.
5. The agency’s EEO policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, or other appropriate means.
6. Sexual Harassment Prevention Resources including training and remedies must be available to all employees. See Connecticut General Assembly Public Acts 19–16 and 19–93.

## Recruitment:

When advertising for employees, the agency will include in all advertisements the notation; “An Affirmative Action/Equal Opportunity Employer.” All such advertisements will be placed in publications having a large circulation among minority groups in the area where the work force would normally be derived.

1. The agency will conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minority and female applicants. To meet this requirement, the agency will identify referral sources and establish procedures for recruitment to obtain the referral of minority and female applicants.
2. The agency will encourage their present employees to refer minority group applicants for employment. Information and procedures with regard to referring minority group applicants will be discussed with employees.

## Personnel Actions:

Wages, working conditions, and employee benefits shall be established and administered, and personnel actions of every type, including hiring, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, creed, sex, gender identity or expression, marital status, national origin, age, ancestry, status as a veteran, or disability. The following procedures shall be followed:

- The agency will promptly investigate all complaints of alleged discrimination made to the agency, and will take appropriate corrective action within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective actions shall include such other persons. Upon completion of each investigation, the agency will inform every complainant of all of their avenues of appeal.

## Training and Promotion:

The agency will assist in locating, qualifying, and increasing the skills of minority group and women employees, and applicants for employment. The agency will utilize the following tools to identify training and promotional opportunities in the firm:

1. The agency will advise employees and applicants for employment of available training programs and the entrance requirements.
2. The agency will encourage minority group and women employees to apply for such training and promotion.

Selection of Contractors/Consultants:

The agency will not discriminate on the grounds of race, color, religion, creed, sex, gender identity or expression, marital status, national origin, age, ancestry, status as a veteran, or disability in the selection and retention of contractors/consultants, including procurement of materials and leases of equipment.

1. The agency shall use their best efforts to ensure contractor/consultant compliance with Federal and State Equal Opportunity (EO) and EEO requirements.

Records and Reports:

The agency and any contractor/consultant shall keep records as necessary to document compliance with EO/EEO requirements. Such reports shall be retained for a period of three years following completion of the contract/consultant work and shall be available at reasonable times and places for inspection by authorized representatives of CTDOT and/or the United States Department of Transportation. The following records should be maintained:

1. The number of minority and non-minority group members and women employed in each work classification;
2. The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minority and female employees; and
3. Complaints of Discrimination.

In implementing this policy and ensuring that affirmative action is being provided, each time a hiring opportunity occurs this agency will contact and request referrals from minority and female organizations, referral sources, and media sources. All advertising will emphasize that the agency is “An Affirmative Action/Equal Opportunity Employer.”

In order to substantiate this agency’s efforts and affirmative actions to provide equal opportunity, the agency will maintain and submit, as requested, documentation such as referral request correspondence, copies of advertisements utilized and follow-up documentation to substantiate that efforts were made in good faith. This agency will maintain the necessary internal audit procedures and record keeping systems to report the agency’s affirmative action efforts.

It is understood by the Executive Director and the agency’s Equal Employment Opportunity Officer and supervisory and managerial personnel that failure to effectively implement, monitor and enforce this agency’s affirmative action program and/or failure to adequately document the affirmative actions taken and efforts made to recruit and hire minority and female applicants, in accordance with our affirmative action program in each instance of hire, will result in this agency being required to recommit itself to a

more stringent affirmative action program. This policy, in addition to CTDOT's EO/EEO contract provisions and requirements, shall constitute the agency's Affirmative Action Program.

The Executive Director has designated a responsible official to monitor all employment related activity to ensure that the agency's EEO policy is being implemented. The equal opportunity officer (hereinafter referred to as the EEO Officer) shall have the responsibility for and must be capable of effectively administering and promoting an active program of equal employment opportunity and is assigned adequate authority and responsibility to do so.

It is fully understood by this agency that the ultimate responsibility for the full implementation of this agency's Affirmative Action Program rests with Executive Director of the agency.

Laura Francis

**Name of Executive Director**

\_\_\_\_\_  
Signature of Executive Director

\_\_\_\_\_  
Date

Kellie Kingston, Transportation Planner

**Name and Title of Appointed EEO Officer**

\_\_\_\_\_  
Signature of EEO Officer

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Date

## **SCRCOG Legislative Agenda 2025 - Addendum**

Original Agenda Adopted: November 20<sup>th</sup>, 2024

**Addendum Proposed: January 22<sup>nd</sup>, 2025**

The South Central Regional Council of Governments (SCRCOG) adopted its Legislative Agenda back in the fall of 2024. This addendum adds two items to the list of legislative priorities for the 2025 Legislative session.

### Legislative Priority Items and Policy Areas

#### **Government Administration and Elections**

- Early Voting

Based on the low voter turnout and the higher than anticipated cost to conduct the 2024 elections, it is imperative that the state adjust and remedy early voting to make it more efficient and cost effective. This should be done either by reducing the current number of required days to conduct early voting or increasing state funding to carry out the requirements of early voting.

#### **Veterans' and Military Affairs**

- Veterans Tax Exemption

In 2024, the Connecticut General Assembly enacted Public Act 24-46, establishing a property tax exemption for veterans with a service-connected permanent and total disability rating. However, the implementation of this legislation has resulted in varying interpretations and applications among member municipalities. To ensure consistent and equitable administration statewide, we respectfully request that the Legislature provide additional guidance and clarification to address any ambiguities in the law.



January 14, 2025

Dear Chief Elected Officials of SCRCOG,

In recent months, we've actively engaged in initiatives to drive regional growth and collaboration, including attending key conferences, completing training, and fostering tourism recovery.

### **Conferences, Tradeshows, and Education**

- **Greater New Haven Chamber of Commerce Big Connect**  
We participated in the Big Connect, fostering valuable networking opportunities and insights into regional business developments.
- **International Society of Hotel Associations**  
I attended professional development sessions focusing on key trends and strategies within the hospitality sector.
- **ICSC New York**  
REX represented the region at this premier annual event gathers industry leaders and innovators in the marketplace sector. The two-day event in December provided insights into the latest trends and opportunities driving innovation in the industry.
- **REPLICA Training**  
We completed training on SCRCOG's REPLICA data tool software, enhancing analytical capabilities across multi-modal transportation, demographics, economic activity, land use, and infrastructure.
- **Social Media Presentation by REX**  
REX delivered a social media presentation tailored for businesses in the City of West Haven. Municipalities interested in similar sessions for their small businesses are encouraged to reach out for scheduling.

### **Tourism**

- **Tourism Council Meeting**  
I attended a meeting where the State Office of Tourism presented its budget. Concerns were raised regarding the budget for FY2026 and its implications on statewide marketing efforts.
- **Visit New Haven Growth**  
Website sessions have exceeded 300,000, reflecting an 86% increase over 2024. Additionally, the distribution of the Greater New Haven Visitors & Relocation Guide saw a 36.9% increase, demonstrating strong recovery and growth since the pandemic.
- **Attending Annual American Bus Association Marketplace – February 1-2, 2025**

Marketplace is an iconic show to expand motorcoach and group travel/tour business in North America.

### **CEDS (Comprehensive Economic Development Strategy)**

- **Presentations**

We delivered CEDS presentations in Woodbridge and Wallingford, with an upcoming presentation scheduled for Hamden.

- **Committee Leadership**

Ian McElwee of SCRCOG and Dean Mack of the City of New Haven are co-chairing the Real Estate, Land Use, and Sustainability Committee.

- **Committee Activities**

The Business Retention, Expansion, and Attraction Committee and the Workforce Committee have held meetings, while other committees are actively scheduling their sessions.

### **REDFO (Regional Economic Development Forum)**

- **Upcoming Meeting**

Speaker - TBD

- **Future Presentations**

Efforts are underway to reschedule a presentation by Casey Picket of ClimateHaven.

In December, I announced my retirement as CEO of REX Development, with my last official day in the role set for January 24. I plan to provide consulting services during the transition period to ensure a smooth handover. The CEO position for the Economic Development Corporation of New Haven, REX Development, and Visit New Haven has been posted, and the application period closed on January 10. Interviews are currently underway as we are preparing to welcome new leadership to guide the region forward.

Best Regards,

Ginny Kozlowski  
Executive Director